



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

PATRICK L. MCCRORY
GOVERNOR

ANTHONY J. TATA
SECRETARY

May 2, 2013

CONTRACT ID: DN11248527
WBS ELEMENT: 36052.53
COUNTY: Clay
ROUTE NO: SR 1149 James Road
LOCATION: End of Maintenance on James Road
DESCRIPTION: Mechanical Grinding of Stumps and Brush

SUBJECT: Pre-Bid Conference Minutes

The pre-bid conference for the above referenced project was held Tuesday, April 30, 2013. The contractors in attendance are indicated on the attached sign-in-sheet.

General Items:

Two contractors arrived before 10:00am and one contractor arrived at 10:15am, which had called before 10:00am to say he would be late. Before the meeting started and because of the remote location, it was allowed for contractors to show up until 10:30. NCDOT representative stayed until 11:00. Only the three contractors that signed, showed up for the Pre-Bid

Project Schedule/Contractor Schedule:

Date of Availability – May 22, 2013
Completion Date – June 28, 2013
Liquidated Damages - \$500 per Calendar Day

Contract Review:

The Instructions to Bidders were noted and Items 11 & 12 were discussed.

The Mandatory Pre-Bid Conference was discussed.

The Contract Time and Liquidated Damages were discussed. The only holiday within the contract time will be Memorial Day. Due to low impact to traffic, it would be possible to work on the Friday before and on the Tuesday after, but not on the weekend or Memorial Day Itself.

The Roadway Project Special Provisions were discussed and contractors were made aware that the existing material and the brush and trees ground into mulch would become property of the contractor. It is the contractor's responsibility to remove the material from the property. Also, the contractor will need to seed the area under the existing pile of trees and brush and any other area they disturb. Additionally, there is a monitoring well on the property that will need to have a 50 foot buffer zone and no brush or material will be permitted in the buffer zone. Also, while looking at the site, the determination was made to install silt fence below the existing pile of mulch. Finally, as part of traffic control, 'Trucks Entering Highway' signs will be installed on SR 1148 Hinton Center Road for the equipment traveling off of James Road.

These minutes are prepared as they are documented. Any discrepancies with the content of these minutes should be submitted in writing to this office. Failure to do so will be an indication of agreement.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven M. Buchanan", with a long horizontal flourish extending to the right.

Steven M. Buchanan
County Maintenance Engineer

Attachment

Cc: Mr. M.T Gibbs, P.E.
Mr. J.A. Dockery
Mr. T.A. Woody
Mr. M.D Johnson
File, w/original attachment